Manitoba

Annual Report 1986 *

Labour

Pay Equity Bureau

*October 1, 1985 to March 31, 1987

April 28, 1987

To The Honourable Al Mackling
Minister of Labour

Sir,

I am privileged in accordance with clause (2)(c) of The Pay Equity Act to provide to you the first report of the Pay Equity Bureau for the operating period of October 1, 1985 to March 31, 1987.

Sincerely,

Roberta Ellis-Grunfeld

Roberta Ellis-Grunfeld
Acting Executive Director

PAY EQUITY BUREAU

A Report Covering the Period
October 1, 1985 to March 31, 1987

- Roberta Ellis-Grunfeld
Acting Executive Director

A. Background

The Pay Equity Bureau was established October 1, 1985 as mandated by The Pay Equity Act. As set out in the legislation, an Executive Director has been employed to manage and carry out the affairs of the Bureau.

The duties of the Executive Director in accordance with the objects and purposes of the Act include:

- ensuring that persons and organizations to whom this Act applies are provided with information and advice pertaining to the administration and implementation of pay equity;

- monitoring the progress of public sector employers in the implementation of pay equity; and

- preparing and maintaining statistics relating to the implementation of pay equity.

In order to discharge these responsibilities, the Executive Director of the Bureau may:

- provide information to persons concerned with pay equity in the public and private sectors;

- carry out studies and research relating to pay equity;

- prepare educational material relating to pay equity;

- develop and conduct education and information programs relating to pay equity;

- require from the Commission, Crown entities, external agencies, the Pay Equity Commissioner or a Pay Equity Officer, reports, plans and information that the Executive Director believes are necessary for monitoring progress of pay equity implementation; and

- file a complaint with the board if any person fails to provide the requested material.

From October 1, 1985 to December, 1986 the role of Executive Director was filled by Ms. Carole Geller. From January through to March 31, 1987, Ms. Geller has been on a leave of absence due to illness and Ms. Roberta Ellis-Grunfeld has been Acting Executive Director.

B. The Pay Equity Bureau

The present staff complement of the Pay Equity Bureau consists of an Acting Executive Director, a Job Evaluation Specialist, a Research Analyst, an Education Officer, and an Administrative Secretary.

The staff of the Pay Equity Bureau assist the Executive Director in offering constructive support to those parties engaged in negotiating the implementation of pay equity. As the body of information on this very new initiative grows in the province, the Pay Equity Bureau will be increasingly able to offer the benefit of experience to other interested parties. The incremental approach taken by government allows for steady progress while critiquing and improving the process.

B.1 Progress Report on Pay Equity Implementation

Under the legislation, representatives of management and labour are responsible for the application of pay equity within their organizations. The role of the Pay Equity Bureau is to monitor compliance, and provide information and assistance to employers, bargaining agents and employees in these organizations.

B.1.1. Manitoba Civil Service

The Manitoba Civil Service commenced pay equity implementation on October 1, 1985, as mandated by The Pay Equity Act. The Pay Equity Commissioner, Ms. Roberta Ellis-Grunfeld, responsible for the initiating and overseeing of pay equity implementation within the Civil Service, was appointed October 1, 1985.

During the first phase of pay equity implementation (October 1, 1985 to June 30, 1986), the Commission met and conferred with all of the bargaining agents having bargaining rights for employees in the Civil Service, disclosed to the bargaining agents all information relevant to the implementation of pay equity and bargained with the bargaining agents to reach the mandated first agreement by no later than June 30, 1986.

On June 27, 1986, the Civil Service Commission and the Manitoba Government Employees' Association successfully reached their first agreement, and subsequently filed this agreement with the Bureau. As mandated by the legislation, they reached agreement on:

- the development or selection of a single, gender-neutral, job evaluation system, to all female-dominated and male-dominated classes within the civil service; and

- the fixing of the classes to which the required job evaluation system would be applied.

The Civil Service Commission and the Manitoba Government Employees' Association agreed on the consulting firm of Hay Management Consultants to provide a single, gender-neutral, job evaluation system to the selected classes.

According to the legislation, all classes in which there were 10 or more incumbents as of October 1, 1985, of whom 70% were women or 70% were men, were considered female-dominated and male-dominated classes, respectively, and were to be included in the classes for pay equity implementation. In addition, other classes, irrespective of the number of incumbents and gender distribution, upon agreement of the Civil Service Commission and bargaining parties, could be considered female or male-dominated classes for pay equity purposes. In accordance with the legislation, the Civil Service Commission and the Manitoba Government Employees' Association included 49 female-dominated classes and 134 male-dominated classes which met the specifications of 10 or more incumbents with 70% domination by males or females for pay equity purposes. In addition, the parties agreed to include 31 additional classes of less than 10 incumbents to be considered as female-dominated.

The Civil Service and the Manitoba Government Employees' Association have completed the next stage of pay equity implementation with the application of the job evaluation system to the agreed upon classes. They have now begun negotiations to determine the quantum, allocation and orderly implementation of pay equity wage adjustments. As legislated by the Act, pay equity wage adjustments can be limited to 1% of the total payroll of the civil service for the previous 12 month period; and adjustments are limited to 4 consecutive 12 month periods.

This second agreement must be reached by September 30, 1987 and filed with the Bureau by October 30, 1987.

B.1.2 Crown Entities, Health Care Facilities and Universities

On October 1, 1986, as mandated by the Act, the Crown entities and 27 of the external agencies, comprising 23 of the larger hospitals and the 4 universities, as listed in Schedule A of The Pay Equity Act, commenced pay equity implementation. A list of these entities is included as Appendix 1. Pay Equity Officers have been appointed in the Crown entities and the universities, while the hospitals have agreed to centrally bargain the first agreement and have selected one Pay Equity Officer. The Pay Equity Officers are responsible for initiating and overseeing the pay equity negotiations and actions required by administrators of the entities to implement pay equity, and assembling and preparing reports and information as required by the Executive Director of the Pay Equity Bureau.

To facilitate the pay equity implementation process within these organizations, the Pay Equity Bureau released guidelines in October, 1986 concerning the following points:

- appointment of a Pay Equity Officer;

- selection of employee representatives to represent non-unionized employees within an organization; and

- criteria for inclusion of additional classes which fall in the category to be considered gender-dominated.

These organizations are presently meeting and conferring with all bargaining agents and employee representatives if elected. At this time, they are negotiating the classes to be included for pay equity purposes and the selection or

development of a single, gender-neutral, job evaluation system in order to reach an agreement by no later than June 30, 1987. Their agreements must be filed with the Pay Equity Bureau no later than July 30, 1987.

It appears to date that all parties have entered pay equity negotiations in a spirit of good will, a desire to succeed and a commitment towards the achievement of pay equity for women within their organizations.

B.2 Education Program

Major educational projects which have been undertaken by the Bureau since its inception on October 1, 1985 include the following:

- A newsletter was established and to date 3 issues have been distributed. The mailing list includes over 3,000 names, encompassing all organizations required to implement pay equity, all pay equity committee members of these organizations, as well as members of the general public who have expressed interest in this issue.

- In addition, the Bureau has developed a Pay Equity Information Kit which includes a copy of The Pay Equity Act, Highlights of the Act, and a booklet on Pay Equity and Job Evaluation. Approximately 6,000 Pay Equity Information Kits have been distributed at speaking engagements, seminars and conferences, as well as mailed to interested parties.

- During January of 1986, the Bureau organized and sponsored a one and a half day workshop for members of the Civil Service Commission, the Manitoba Government Employees' Association, Manitoba Labour Board, and interest groups (approximately 400 participants) concerning the methods of implementing pay equity.

At this workshop, participants had the opportunity to hear presentations and ask questions of experts on pay equity implementation in other jurisdictions.

- A similar workshop was conducted in August of 1986 for the Crown entities, 23 of the larger hospitals and the 4 universities legislated to commence implementing pay equity as of October 1, 1986. At this time the successful experience of the Civil Service Commission and the Manitoba Government Employees' Association was drawn upon and representatives from other jurisdictions also presented information.

B.3 Speaking Engagements

As Manitoba is the first jurisdiction in Canada to legislate a pro-active model for pay equity implementation, there has been considerable demand by interested parties for presentations concerning Manitoba's legislation. During this reporting period, the Bureau has conducted approximately 60 speaking engagements to labour, business and women's groups.

In conclusion, it is encouraging that the first report of the Pay Equity Bureau to the Minister of Labour can reflect not only the spirit and intent of the legislation in its determination to value and fairly recompense work traditionally performed by women, but can also reflect that the parties to whom this task has been given are, thus far, approaching solutions in the best spirit of good faith and co-operation.

Appendix 1

Organizations under The Pay Equity Act
As of October 1, 1986

Crown Entities

A. E. McKenzie Company Ltd.
Alcoholism Foundation of Manitoba
Channel Area Loggers
Communities Economic Development Fund
Leaf Rapids Town Properties
Manfor Limited
Manitoba Agricultural Credit Corporation
Manitoba Centennial Corporation
Manitoba Crop Insurance Corporation
Manitoba Data Services
Manitoba Development Corporation
Manitoba Hydro
Manitoba Liquor Control Commission
Manitoba Mineral Resources Limited
Manitoba Oil and Gas Corporation
Manitoba Public Insurance Corporation
Manitoba Telephone System
Moose Lake Loggers Limited
Venture Manitoba Tours
Workers Compensation Board

External Agencies: Hospitals

Bethesda Hospital
Brandon General Hospital
Churchill Hospital
Concordia Hospital
Dauphin Hospital
Deer Lodge Hospital
Flin Flon Hospital
Grace Hospital
Health Sciences Centre
Manitoba Cancer Foundation
Misericordia Hospital
Morden District Hospital
Morris Hospital
Portage Hospital
Selkirk Hospital
Seven Oaks Hospital
St. Amant Centre
St. Boniface Hospital
Swan River Hospital
The Pas Hospital
Thompson Hospital
Victoria Hospital
Winkler Hospital

External Agencies: Universities

Brandon University
College Universitaire de St. Boniface
University of Manitoba
University of Winnipeg